

# CIPM 99

**CIPM 99** is a full-featured office automation tool for automating U.S. Navy Career Counselor's office procedures. CIPM 99 simplifies the process of creating and maintaining member's personnel data, **CREO** data, preparing Career Interviews and the other daily operations of U.S. Navy Career Counselors.

CIPM 99 is an **MS Windows** based version of the CIPM 95 program, an earlier MS DOS based version. CIPM 99 computer program is developed, distributed and supported by NETPDTC UNIT CORPUS. CIPM 99 is **backward compatible** with CIPM 95, CIPM 97, CIPM 1.0 and CIPM 3.0. All the functionality of CIPM 95 is included in version CIPM 99 with many new features and reports added at our users' requests.

As with CIPM 95, CIPM 99 is **Year 2000** compliant and will run on the new operating systems (**IT-21technology** ready). CIPM 99 is **MS Windows** compliant designed for the newer PC hardware, e.g. Pentium III and software platforms, e.g. **Windows NT/2000** and **Windows 95/98**.

## Tickler System

A more comprehensive interview management or tickler system has been included. Nine interviews (**Reporting on board, Annual Update, Retention Interview, Incentive Programs, 12th Yr. Careerist, 17th Yr. Careerist, Pre-Retirement/Separation, TAP, and Transition Interviews**) for each member can be managed with minimal data entry. The system produces all the reports and worksheets necessary to manage a good interview system. You can easily customize these interview worksheets for your local command.

## New Features

More reports have been added. CIPM 99 now supports **Professional Development Boards** Profile Sheets, **NAVPERS 1160/11** and **NAVPERS 1306/7** preparation. **Quick Query**, a friendlier query tool, has been added to Report Function. Also, you can e-mail your reports directly from CIPM 99.

## ASVAB Worksheets

The **ASVAB** worksheets are combined with the **CREO** (Career Reenlistment Opportunities) database to produce a custom career opportunity

list for any member. This list ranks the ratings according to the ratings that the individual is most qualified for and for which the Navy has the most demand.

## Import/Export

Now you can import your **EDVR** and **RSTARS** downloaded data directly into CIPM 99, reducing the data entry time and improving the data accuracy. Additionally, you can import member's data created by older versions of **CIPM (1.0, 3.0, 95,97 and 2000)** into CIPM 99. You can export CIPM 99 data to other CIPM 99 sites using the built-in CIPM 99 Export function.

**CIPM 99 Requirements.** You can run CIPM 99 on Windows 95 or Windows NT 3.51 (or higher) workstation. The Windows NT documentation outlines the minimum requirements for running Windows NT. Optionally, **MS Outlook** is required, if report are e-mailed.

**Windows 95:** Following are the recommended requirements for running CIPM 99 in Windows 95:

- ☐ An IBM-compatible computer with a 486 50MHz processor (or higher).
- ☐ A mouse
- ☐ 10 MB RAM
- ☐ 15 MB of hard disk space
- ☐ A VGA or higher-resolution monitor with at least 2-megabytes of display RAM is highly recommended, especially for good quality report previewing.

**Networks:** For a network installation the PC must be networked with one of the following products:

- ☐ Microsoft Windows 95
- ☐ Microsoft Windows NT
- ☐ Microsoft LAN Manager
- ☐ Other Windows-compatible network software, including Novell NetWare.

**For more information** contact John Carter or Nianlin Gu at: Navy Education and Training Professional Development Center Unit (NETPDTC)

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